

EXPERT EXAMINER
JOB ANALYSIS
BACKGROUND INFORMATION

Date of Study: August 1-2, 2001

Collective Bargaining Identification:

Job Analysis Conducted By: Mary Sue Bautista, Staff Services Manager I

Number of Incumbents: Per Department of Corrections Filled/Vacant Position Report dated August 30, 2001 there are 30 incumbents in this classification.

Subject Matter Expert(s): Pam Clements, Associate Personnel Analyst, CDC
Helen Estioko, Associate Personnel Analyst, CDC
Debi Brannon, Associate Personnel Analyst, CDC

INFORMATION GATHERING
Expert Examiner

The initial list of task statements and the initial list of knowledge, skills, and abilities statements were identified after conducting a literature review which consisted of the following:

- State Personnel Board class specification
- Duty statement for Expert Examiner